

# WITHIEL PARISH COUNCIL

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN

THE WITHIEL VILLAGE HALL ON WEDNESDAY, 2<sup>ND</sup> JUNE 2021 AT 7.00PM

Present	Cllr. Ms. J. Shearer (Chair)	Mrs. J. Burdon (Parish Clerk)	Cllr. M. Davies (Vice-Chairman)
	Cllr. S. Coy	Cllr. Ms. A. Hoyle	Cllr. Ms. A. Lake
	Cllr. Mrs. W. Symons	Cllr. Mr. R. Wilson	

Minute	AGENDA ITEMS	Action
109/21	<b>Apologies:-</b> Cornwall Councillor Mrs. J. Cruse.	
110/21	<p><b>Annual Report from Chair of Withiel Parish Council:-</b> Annual Report received as follows:-</p> <p>First of all, let me say that this report actually covers two years as we did not have an annual meeting last year.</p> <p>Since February 2020, we have all experienced a complete change in our lives with all sense of normality being suddenly swept aside. None of us could have imagined during our Christmas celebrations of 2019, that this might be the very last opportunity for a long time to come that we would be able to travel freely abroad, or see our relatives, or shop for a new outfit, or go to a friend's wedding or funeral.</p> <p>In Withiel Parish, as everywhere else, we suddenly really appreciated our local food suppliers, our farmers, bakers, and our growers who kept going throughout and thought up all sorts of new ways to deliver food and essentials to homes as we faced the 'stay at home' order from the government. There was a great community spirit and the Parish Council contributed by putting out information as often as possible on a Facebook page which was created by a local resident specifically to keep residents informed. This Facebook page is now a very useful source of shared information and reaches a wide selection of people within the community at Withiel and St Wenn Community Group. We were particularly mindful of advising residents to keep an eye on those living alone and elderly neighbours and we also kept people informed about local food suppliers. During this turbulent time, I am proud to say that the Parish Council continued to meet every month, albeit online and with many digital hiccups before we got it right. Every single member of the Parish Council was able to rise to the occasion and learn new digital skills and attendance was excellent.</p> <p>We discussed 12 planning applications during the last twelve months and supported 10 of them. We have resolved to do more training when available, as we have been made aware that objections to any planning applications are useless unless we follow specific wording and guidelines.</p> <p>We lost two Councillors - Guy Nott-Bower and Pat Malone. Pat Malone's skills as our 'reporter' are sorely missed and both Councillors offered wise and considered opinions on many matters that were discussed. David Cubitt, the Vice-Chairman, took over the monthly report and did a marvelous job of updating the public in the News and Views.</p>	

This has now been taken over by me with additional input from Councillor Mrs. Wendy Symons.

Each time there was a place vacant on the Parish Council, it was quickly filled with an enthusiastic newcomer to the team - firstly, Amelia Lake and then Martin Davies. It was hard to choose from three excellent candidates for the first vacancy.

Unfortunately, as eight candidates presented in the 6th May 2021 elections for only seven places, we were forced to hold an expensive election - paid for by the Parish Council. Luckily, we had prepared for this eventuality and will be able to fund the cost when the bill arrives. Eric Harper and David Cubitt left the Parish Council after many years of service, for which the residents are extremely grateful.

The new Parish Council met for the first time in May and welcomed Wendy Symons and Rob Wilson to the team. Janet Shearer was re-elected as Chair and Martin Davies became Vice-Chairman. Simon Coy will continue to oversee the finances.

**Initiatives and achievements** - During the last two years we finalised the Parish Council Website which had previously come to a grinding halt owing to the web designer having changed jobs. We have now switched to a local web designer and the website is up and running at <http://www.withiel.info> We have several routine issues on the agenda in addition to those items regularly dealt with before: Footpaths, Climate Action Group, Emergency Planning, Highways, and brand our new Neighbourhood Watch Scheme.

The Emergency Plan, which was so obviously needed at the outset of the pandemic is in the early stages and Councillor Martin Davies heads this project.

Councillor Ms. Amelia Lake is leading the Climate Change group and our first event, the 'environmentally friendly' Garden Safari is happening on 4th July 2021.

Councillor Rob Wilson takes over as Footpath Supervisor, with help from Anna Hoyle and we ask the public to report problems and to please be very specific about the exact location of the issue as this will inevitably save time. We remind landowners that it is their responsibility to maintain access, gates and stiles on Public Rights of Way, but that it may be possible to get materials from Cormac when repairs are needed.

One of the most exciting achievements of the year was the final construction of the new passing place on Pulsicky Hill, following an application made by the parish council to the Highways Improvement Scheme via the Bodmin Community Network. The final cost was over £20,000.00 so we were very fortunate to have this amount allocated to us, for what is a vast improvement to the very narrow and steep hill up to Withiel.

**Finances** – We kept the annual precept the same and feel pleased that the Parish Council operates within a very small budget. We have a new banking regime in place with online payments making the finances much simpler to operate. A new Internal Auditor has been appointed.

	<p>The balance at the end of the financial year was £7,391.02 up from £7,716.30 at the beginning of the year. However, between 1st April 2019 - 31st March 2020 there was a small loss as the balance had dropped from £7,278.04. However, the Parish Council manages the finances very competently.</p> <p>As always, we are extremely pleased to have Mrs Julie Burdon as our Clerk and her on-going support to the Parish Council is invaluable.</p> <p>Janet Shearer, Chair - Withiel Parish Council</p>										
111/21	<p><b>Annual Report from out-going Cornwall Councillor:-</b> Report received from Chris Batters as follows:-</p> <p>Firstly, I would like to say how much I enjoyed my eight years working with you on local matters and usually between us finding a solution.</p> <p>You have worked well as a Parish Council, and I have worked closely with your Chair Janet Shearer on a wide variety of subjects.</p> <p>Janet Shearer as a Chair has put a considerable amount of time and effort into issues and concerns behind the scenes.</p> <p>It was pleasing of course to get the passing area built on the hill, a much-needed addition and some time coming, but we got there in the end which again was the result of Councillor Ms. Janet Shearer and I putting pressure on the Network Team and getting the money from that source.</p> <p>I wish you every continued success as a Parish Council, and I know you have sufficiently strong Councillors to ensure that your needs and the requirements of Withiel Parish are met from one direction or another.</p>										
113/21	<p><b>Annual Report from The Parish Church of St. Clement, Withiel:-</b> Annual Report of the Parochial Church Council for the calendar year ended 31<sup>st</sup> December 2020:-</p> <p><b>Administrative Information</b></p> <p>St Clement's Church is situated in Churchtown in the very rural parish of Withiel (population 351). It was part of the United Benefice of Roche and Withiel until 31<sup>st</sup> August 2011, but on 1<sup>st</sup> September 2011 it formed, with St Wenn, the new United Benefice of St Wenn and Withiel in the Diocese of Truro within the Church of England.</p> <p>The presentation of the new United Benefice was suspended on January 4<sup>th</sup> 2012 and was re-suspended on January 4<sup>th</sup> 2017. The Patrons are the Bishop and the Truro Diocesan Board of Patronage.</p> <p>The correspondence address is Withiel PCC Secretary, Dipper Bridge, Ruthern Bridge, Bodmin, PL30 5LU. (withielchurch@gmail.com)</p> <p>The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission. PCC members who have served from 1 January 2020 to date are:</p> <table data-bbox="196 2000 1366 2094"> <tr> <td>Priest-in-Charge:</td> <td colspan="2">Rev'd Elke Deeley (Until 3 October 2020)</td> </tr> <tr> <td>Wardens</td> <td>Simon Coy</td> <td>First Elected 4<sup>th</sup> April 2005</td> </tr> <tr> <td></td> <td>Betty Jarrett</td> <td>First Elected 4<sup>th</sup> April 2005</td> </tr> </table>	Priest-in-Charge:	Rev'd Elke Deeley (Until 3 October 2020)		Wardens	Simon Coy	First Elected 4 <sup>th</sup> April 2005		Betty Jarrett	First Elected 4 <sup>th</sup> April 2005	
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Representatives on the Deanery Synod:

Elected members:	Simon Coy	PCC Secretary
	Anne Cardew	
	Anita Dunstan	
	Jenny Hoskin	
	Emma Hutchinson	Lay Vice-Chairman
	Anthony Liddicoat	Treasurer
	Gwen Millett	
	Wendy Simpson	

### **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **Objectives and Activities**

St Clement's PCC had the responsibility of cooperating with the Rev'd Elke Deeley (the incumbent) in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Without an incumbent the situation is less clear, except that the Rural Dean has a statutory responsibility for us.

The PCC has maintenance responsibilities for the Church. It rents the Church Room (formerly a Priory Stable) from the current owner of the 1523 Priory.

### **The United Benefice of St Wenn and Withiel, Deanery of Pydar**

A Pastoral Measure was put in place on 1<sup>st</sup> September 2011 to form the United Benefice of St Wenn and Withiel. During 2020 Pydar published a Draft Deanery Plan that dissolved the United Benefice and moved St Wenn and Withiel to Wadebridge in the Deanery of Trigg Minor. We and St Wenn have registered our preference for the Status Quo. The matter was unresolved at the end of 2020.

### **Achievements and Performance**

#### **The Covid Pandemic**

The year was dominated by the Pandemic. There was a total lockdown from March to July when Churches were shut. Social distancing and other restrictions substantially affected worship and fundraising for the rest of the year.

#### **Church Attendance**

There were 20 parishioners on the Church Electoral Roll in 2020. 10 services were held prior to the March lockdown and there were two funerals. There was one normal Sunday service in November and four in December. The average attendance for these normal Sunday services was 14. The Church held three services over Christmas observing social distancing and without singing.

#### **Review of The Year**

**PCC Meetings.** There were two PCC meetings during the year. The Vestry Meeting and the Annual Parochial Church Meetings were held on 2<sup>nd</sup> September 2020.

**Charitable Giving:** We made a charitable donation to:

The Royal British Legion  
Christian Aid

**Baptisms, Marriages and Funerals**

One infant was baptized during 2020:  
Sunday 16 Feb 2020          Evie Illman  
There were no marriages during 2020

There were two funerals at St Clement's in 2020

Saturday 8 Feb 2020	June Eddy
Friday 6 Mar 2020	Peter Sharp

**Fundraising and Social Activities**

There were no Church fundraising activities in 2020. Betty Jarrett made several hundred pounds for Christian Aid with her sponsored "Marathon" run in her pool.

**The Fabric of the Church and the Church Room**

The Church was cleaned assiduously throughout the year by Alison Davy and the Dunstan family. The many broken windows were mended at a cost of £980.00. There will be a Quinquennial Inspection in 2021.

**Annual Financial Report 2019**

We benefited from one legacy during the year. June Eddy generously left us £5,000: £3,000 to write off her long-standing loan to the St Clement's project, and £2,000 of "new money".

We finished the year with net assets of (now without liabilities) of £8,780.37 (2019 £6,008.33). Total receipts were £5,764.73 (2019 £9,891.49) and are detailed in the financial statements.

A total of £4,143.97 (2019 £11,739.61) was spent to provide the Christian ministry from St Clement's Church.

**Reserves Policy**

It is PCC policy to adopt best practice and maintain a balance on unrestricted funds (if possible), which equates to approximately six months' unrestricted payments (£5,869.80), to cover unforeseen eventualities and provide a working balance and cash flow. Our net assets of £2,612.43 in the General Fund at the end of 2020, do not meet this target. However, we have a further £6,167.94 in the St Clement's Project Restricted fund which is earmarked for Church maintenance and the forthcoming Baptistery Project.



Simon Coy - PCC Secretary

12<sup>th</sup> March 2021

for approval at the 2021 APCM to be held in due course

114/21	<p><b>Annual Report from Withiel Playing Field Association:-</b> Report received from Stephen Horricks, with copies of the accounts and bank reconciliation:-</p> <p>Withiel Playing Fields Association Financial Report Year ended 28.02.2021 - The financial year was dominated by the Covid19 Pandemic restrictions, which required the Hall to remain closed for a substantial part of the year. Consequently, revenue from the hire of the hall was significantly less than prior years at £341. The Hall has however been successful in applying for grants, mainly from Cornwall Council, to assist with the Covid19 Pandemic.</p> <p>As at 28.02.2021, the Hall had received £11,334 from Cornwall Council for COVID19 closure support via a business rates rebate scheme. This is a substantial amount of money for our small hall and probably in excess of 2 years normal revenue. In addition, a grant was received from St Breock Wind Farm in the amount of £7,039, which was originally intended to go towards our Phase 1 redevelopment of the Hall toilet block. Due to problems with the air source heating system, it was felt that this could be better employed to improve our hall heating capacity, and this was communicated to St Breock Wind Farm. I am pleased to advise that 6 new radiators have been fitted to the Main Hall working off our existing boiler and increasing our heating capacity by 15kw. A total of £6,126 was spent on this leaving £913 unspent.</p> <p>The net effect of the above was that the finances of the Withiel Playing Fields Association as at 28.01.2021 are in a very healthy position. The current account bank balance after adjusting for accrued expenses was £11,548.54. Cash on hand stood at £101.26. The Business Reserve Account stood at £4,399.39. It should however be noted that we have unapplied grant money from St Breock Wind Farm, £2000 for redevelopment design work and £913 underspend on the heating system. I think it prudent for the moment, to consider this money as ring fenced and not available to spend unless we have confirmation to the contrary from St Breock Wind Farm. On this basis, I have calculated our available cash to spend on our current account as £8,555.16.</p> <p>Post Accounting Year-end events - After our accounting year-end, we have received additional Council COVID19 grants including an £8,000 re-opening grant. As of 6th May 2021, the Hall current account stood at £27,664 less possible grant reclaims of £3k leaves £24k. Stephen Horrocks - Temporary Treasurer</p>	
115/21	<p><b>Annual Report from Women's Institute:-</b> Annual Report 2020 - Withiel WI met once, in early February 2020, which included a fascinating talk by Cornwall Blood Bikes. A programme of events had been arranged, but in the event, this proved to be the last meeting of the year as we went into Covid Mode.</p> <p>The Committee decided to cease all meetings as few members were able to cope with Zoom, and of course the Village Hall was shut.</p> <p>There is, therefore, nothing to report for the rest of the year.</p> <p>We look forward to better times in 2021.</p> <p>Rosalind Coy - President 1<sup>st</sup> June 2021</p>	

116/21	<b>Annual Report from Police:-</b> No Annual Report received.	
117/21	<b>Any Other Reports:-</b> None.	
	There being no further business to discuss the meeting closed at 7.17pm Next Annual Parish Meeting date – Wednesday 9 <sup>th</sup> May 2022.	

Signature: .....

Chair

Date: 7<sup>th</sup> July 2021